



Principles of Human Services

Miss Dean
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Conference Period: 5th period, 12:22-1:07

Tutoring Opportunities: Tuesday, Wednesday and Friday mornings, 7:45-8:15 or by appointment

Class Materials:

- 1 inch Binder
- Pencils or pens
- Notebook paper
- Special supplies for different projects, as needed

Access to Canvas and Office365 tools is available to students through our [Single Sign-on Portal \(SSO\)](#). Students receive their SSO login during enrollment.

Course Description:

This course will enable students to investigate careers in the Human Services career cluster, including counseling and mental health, early childhood development, family and community, and personal care services.

Course Goals:

Students who complete this course successfully will be able to:

- Prepare for employment in career pathways that relate to families and human needs such as counseling and mental health services, family and community services, personal care services and consumer services.

Student Evaluation:

The grading system for this course is as follows:

- Grade averaged 60% Major and 40% Minor
- Major grades – tests (including District Common Assessments, six weeks assessments, projects, final essays, research papers, presentations); minimum three per six weeks
- Minor grades – quizzes, daily assignments, journals; minimum four per six weeks
- Semester exams will count 1/7 of the semester grade
- A letter system (S, N, U) is used to report a student's conduct based on proper/responsive conduct and citizenship
- Per Board Policy EIA (LOCAL), "The District shall permit a student who meets the criteria detailed in the grading guidelines a reasonable opportunity to redo an assignment or retake a test for which the student received a **failing** grade. This policy applies only to initial identified major grades and does not apply to

daily assignments, quizzes, six-week test, and semester final examinations. Upon reteach and retest, the new test, project, etc. recorded will be a high score of 70%.

Assignments, exams, expectations outside of the classroom:

Students will complete group and individual projects as well as individual assignments, unit tests and summative assessments.

Attendance/Tardy Policy/Make-Up Work:

Please refer to the EMS-ISD Student Handbook regarding all grading policies.

- Late Work – Late work will be accepted per the district policy:
 - 1 day late = max of 85%
 - 2 days late = max of 70%
 - 3 days late = max of 60%
 - Acceptance of late work that includes daily work assigned to be complete in class will be considered the discretion of the teacher
- Make up work
 - Students are responsible for obtaining and completing make up work – if not made up within the time allotted, a grade of “0” may be given
 - Students will have time equal to days absent from class plus one day to complete all missed assignments.
- Tardy Policy
 - 1st tardy: Verbal Warning
 - 2nd tardy: AM Detention, 7:45-8:15
 - 3rd tardy: PM Detention, 3:30-5:00
 - 4th tardy: Referral/Saturday School
 - This policy will reset at the end of each 6-week grading period.

Classroom Expectations:

- Be respectful
- Be prepared
- Be attentive
- Be productive
- Be responsible

Preliminary Schedule of Topics, Readings, and Assignments

Personal Success
Workplace Skills
Consumer Services
Early Childhood Development
Nutrition
Family and Community Services
Mental Health and Counseling
Personal Care Services
Apparel and Clothing Selection
Interior Design

Academic Integrity:

Academic integrity values the work of individuals regardless if it is another student's work, a researcher, or author. The pursuit of learning requires each student to be responsible for his or her academic work. Academic dishonesty is not tolerated in our schools. Academic dishonesty, includes cheating, copying the work of another student, plagiarism, and unauthorized communication between students during an examination. The determination that a student has engaged in academic dishonesty shall be based on the judgment of the classroom teacher or other supervising professional employee and considers written materials, observation, or information from students. Students found to have engaged in academic dishonesty shall be subject to disciplinary and/or academic penalties. The teacher and campus administrator shall jointly determine such action.